

**October 2024 Admission**

Graduate School of Humanities and Social Sciences (Doctoral Programs)

# **Application Guidebook**

Division of Humanities and Social Sciences

**Integrated Arts and Human Sciences  
Program**

◆ **Special Selection for International Students**

**March 2024**



**Hiroshima University**

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# **Admission Policy**

## **Graduate School of Humanities and Social Sciences**

### **【Doctoral Course】**

The Doctoral Course of the Graduate School of Humanities and Social Sciences is seeking students who have a strong motivation and passion to pursue the following objectives and who have the fundamental academic abilities required to achieve them.

- ① A person who is motivated to acquire, in addition to a wide range of general knowledge, an exceptional level of knowledge and research skills in the humanities, social sciences, educational sciences and other related fields and to develop a better understanding of diversity and international communication skills, and who thereby eventually aims to contribute to creating a “peace science that can lead to sustainable development” from diversified perspectives
- ② A person who is motivated to acquire, in addition to a wide range of general knowledge, an exceptional level of knowledge and research skills in the humanities, social sciences and other related fields and to develop a better understanding of diversity and international communication skills, and who has a willingness to address challenges currently, or potentially in the future, confronting human society in order to contribute to building a global society of diversity, freedom and peace

In order to admit such individuals, Graduate School of Humanities and Social Sciences selects applicants through a multifaceted and comprehensive evaluation process based on its own Diploma Policy and Curriculum Policy, using interviews, academic tests, and external examinations.

## **Division of Humanities and Social Sciences**

### **【Doctoral Course】**

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- ② A person who is motivated to acquire, in addition to a wide range of general knowledge, an exceptional level of knowledge and research skills in the humanities, social sciences and other related fields, and develop a better understanding of diversity and international communication skills; and who has a willingness to address challenges currently, or potentially in the future, confronting human society in order to contribute to building a global society of diversity, freedom and peace

In order to admit such individuals, Division of Humanities and Social Sciences selects applicants through a multifaceted and comprehensive evaluation process based on its own Diploma Policy and Curriculum Policy, using interviews, academic tests, and external examinations.

## **Integrated Arts and Human Sciences Program**

### **【Doctoral Course】**

The Integrated Arts and Human Sciences Program is seeking students who have a strong motivation and passion to pursue the following objectives and who have the fundamental academic abilities required to achieve them.

- ① A person who is motivated to be exposed to new academic fields and create and play a leading role in a new knowledge domain, beyond the borders of the humanities and sciences or regardless of narrow specific academic disciplines
- ② A person who has the desire to identify challenges to tackle by facing up to complex real-world situations, gain an in-depth understanding of the factors behind such challenges, and come up with solutions to them
- ③ A person who is eager to develop an attitude of openness to different cultures and others, beyond the framework of nations, regions and societies, and acquire the ability required to express his/her views and opinions and solve issues

In order to admit such individuals, Integrated Arts and Human Sciences Program selects applicants through a multifaceted and comprehensive evaluation process based on its own Diploma Policy and Curriculum Policy, using interviews, academic tests, and external examinations.

The Integrated Arts and Human Sciences Program will accept applicants in Special Selection for International Students for October 2024 admission to the Doctoral Course as indicated below.

## 1 Number of Students to be Admitted and the Examination Venue

Program	Number of Students Admitted	Examination Venue Application Submissions and Inquiries
Integrated Arts and Human Sciences	Several	Online  Support office for the fields of Integrated Arts and Sciences, Hiroshima University 1-7-1 Kagamiyama Higashi-Hiroshima, Hiroshima 739-8521 JAPAN Tel: +81-82-424-6316

## 2 Admission Schedule

Entrance Examination Classification	Item	Date
Special Selection for International Students	Application Period	May 7, 2024 to May 13, 2024
	Date of Academic Ability Exams	Late in May, 2024 (Screening based on application documents and oral examination by the Internet)
	Announcement of Results	July 1, 2024

(Note) Applicants should always consult with supervisor for research content prior to application.

If an applicant is unable to contact the faculty advisor whom he/she wishes to be supervised by, please contact the Support Office for the fields of Integrated Arts and Sciences (Graduate School). (see page 11).

In addition, following supervisors may be changed by transfer. In that case, it will be posted on the website of Graduate School of Humanities and Social Sciences, so please check in advance before consultation.

## 3 Eligibility for Application

Non-Japanese who are currently not resident in Japan, and who meet, or expect to meet by September 30, 2024, one of the following requirements; individuals who:

- (1) Hold a Master's or professional degree.
- (2) Have received the equivalent of a Master's or professional degree in a different country.
- (3) While resident in Japan, have taken distance courses provided by a school located in a different country and have received the equivalent of a Master's or professional degree.
- (4) Have studied at an educational institute in Japan that is designated by the educational policies of a foreign country as providing university courses of said foreign country and is specifically designated by the Minister of Education, Culture, Sports, Science and Technology (Hereafter referred to as the "Minister"); have completed such courses; and have received the equivalent of a Master's or professional degree.
- (5) Have completed the course(s) provided by the United Nations University and received a Degree Certificate equivalent to a Master's degree.
- (6) Have completed the curricula of a foreign school, an educational facility as designated in (4), or the United Nations University; passed a test and review as specified in Article 16 Section 2 of the Standards for the Establishment of the Graduate Schools; and, deemed to have academic ability greater than or equal to a Master's degree.
- (7) Have been designated by the Minister (Ministry of Education, Culture, Sports, Science and Technology announcement 118 issued on September 1, 1989).
- (8) Are at least 24 years of age and recognized in an individual review of admission eligibility carried out by the Hiroshima University Graduate School as having academic abilities equal to or greater than a

holder of a Master's or professional degree.

## 4 Notes

(1) Please discuss the substance of your research with the professor under whom you wish to study before applying. Preliminary consultations have no impact on selection.

(<https://www.hiroshima-u.ac.jp/gshs>)

(2) Hiroshima University has established the university's Rules on Security Export Control in accordance with the Foreign Exchange and Foreign Trade Act, and conducts strict examinations for acceptance of international students, etc. Therefore, please be advised that International applicants may be unable to receive their desired education or conduct their desired research due to the restriction by the above regulations.

## 5 Preliminary Evaluation

A person applying under admission requirement (6) - (8) above must first contact Support office for the fields of Integrated Arts and Sciences (Contact for inquiry Graduate School of Humanities and Social Sciences), and submit the specified documents by April 17, 2024 (Wed).

## 6 Application Procedure

### 1. Submission Procedure

All applicants must obtain consent from their desired academic advisor in advance to apply for the Graduate School of Humanities and Social Sciences. After that, applicants are required to apply using "online application system", and send the necessary documents.

(Partially online application hereinafter referred to as "online application")

### Online Application

1) Enter your personal information.

2) Pay the application fee, 30,000 yen.

3) All application documents must be either sent by mail or delivered in person.

Note: Online application, entering necessary information on the website and paying the application fee, is the initial registration process, and doesn't mean the completion of the application procedure. The application procedure wouldn't be completed without either sending or delivering in person all the necessary application documents by the due date. Be sure to send or bring in person all the necessary application documents to the support office (the aforementioned address). Application documents must arrive within the specified period at the support office. Fully paper-based application without registering online application cannot be accepted in this graduate school.

(1) Application time period:

Applicants must complete all of the above procedures (from 1 to 3 in (1)) within the application period.

May 7, 2024 (Tue) to May 13, 2024 (Mon) (No later than 17:00 (JST))

(2) Online Application

#### ◆ Inquiry regarding the system

Internet application help desk (only Japanese language available)

Opened: 10:00 - 18:00 (closed on Saturday, Sunday, and national holidays from April to the end of July)

Tel: 03-5952-3902 (International calls and calls on IP telephony can also be received)

UCARO Office (only Japanese language available)

Opened: 10:00 - 18:00 (closed in the period from December 30 to January 3)

Tel: +81-50-3786-5524

(For International calls and calls on IP telephony: 03-5952-2114)

○ About unclear points regarding the entrance examination, ask Support office for the fields of Integrated Arts and Sciences (Contact for inquiry Graduate School of Humanities and Social Sciences).

Opened: 8:30 - 17:00 (closed in Saturday, Sunday, and national holidays)

\* Please note that it is required to include the area code to dial if you call from the following areas, even when you call from an area of the same area code as that of the inquiry contact. (Areas in Hiroshima City, Fuchu Town, Kaita Town, and Saka Town)

Complete the following 8 steps during the application period.

**Step 1: Access the Internet Application System.**

Access the following web page:

Hiroshima University's Admission Information  
<https://www.hiroshima-u.ac.jp/nyushi>



**Step 2: Select the item "Registration for UCARO" on the login screen of UCARO.**

Account registration for UCARO (free for charge) is required for application.

Hiroshima University uses the system of UCARO for checking the applicant's number and processing a part of admission procedure for the applicant who will pass the entrance examination. Refer to the following URL for UCARO:

<https://www.ucaro.net/>

**Step 3: Input your account information (applicable to the admission examination category for which it is required).**

The applicant who applies to the category for which the entrance examination fee is exempted must ask Support office for the fields of Integrated Arts and Sciences (Contact for inquiry Graduate School of Humanities and Social Sciences) to obtain the 8 digits of alphanumeric characters and input them.

**Step 4: Input the information regarding the application in the Internet Application System.**

Follow the instruction shown on the screen to input your name, address, etc.

**Step 5: Upload your photograph.**

Follow the instruction shown on the screen to upload the digital data of your photograph (File format: JPEG). It is not allowed to submit the photograph via mail.

**Step 6: Pay the entrance examination fee of 30,000 yen.**

Select either of the following payment method on the "Input Payment Information" screen:

1. Credit card: VISA, MasterCard, JCB, AMERICAN EXPRESS, Diners Club
2. Convenience store: 7-ELEVEN, Lawson, MINISTOP, Family Mart, Daily Yamazaki, and Seicomart
3. ATM of a financial institution [Pay-easy]
4. Net banking  
(Caution)

- The applicant has to pay the charge for use of the Internet Application System (1000 yen per application) in addition to the entrance examination fee.
- The entrance examination fee, once paid, will not be returned for any reason after the application is accepted.

In either case of the following items (1) and (2), the entrance examination fee, once paid, will be returned after deducting the transfer fee. We will mail the form of the "Refund Claim" for refund of the examination fee. Fill in the required information such as the "application number," "name in kana letters," "name," "phone number," "address," "payee

account information," and "reason of refund claim," imprint your seal on the form, and mail the form to Support office for the fields of Integrated Arts and Sciences (Contact for inquiry Graduate School of Humanities and Social Sciences) before February 28, 2025.

The charge for use of the Internet Application System will not be repaid for any case.

(1) The applicant does not submit the application documents or the application documents are not received.

(2) The payment of the examination fee is duplicated.

**Step 7: Complete the registration of the application information.**

Write down the application number of 6 digits that is shown on the screen.

**Step 8: Deliver or mail the application documents.**

All application documents must be either sent by registered mail or delivered in person to the support office. If you submit the application documents directly to the support office, application documents are accepted from 8:30 to 17:00 on a weekday. Please note that the office is closed on Saturday, Sunday, and national holiday. In the case of submission via mail, the documents must be sent in a registered mail and reach us no later than Monday, May 13.

Indicate the phrase "Application documents for Integrated Arts and Human Sciences Program of Graduate School of Humanities and Social Sciences are enclosed" in red on the front surface of the envelope.

(3) Submit Applications to:

(Contact for inquiry Graduate School of Humanities and Social Sciences)

Support office for the fields of Integrated Arts and Sciences,

Hiroshima University

1-7-1 Kagamiyama Higashi-Hiroshima, Hiroshima 739-8521 JAPAN

Tel:+81-82-424-6316

(4) Others

i. Changes in application materials after submission will not be allowed.

ii. Application materials will not be returned.

iii. Any forgery or falsification of the documents and/or academic fraud will result in cancellation of acceptance even after passing the examination or admission.

iv. If an applicant cannot graduate from the university before the admission date, he/she will lose the eligibility to enter our graduate school in this session.



## 2. Documents to submit

Document Type	Remarks
Personal History	Use provided forms
Academic Transcript	Must be the originals or certified photocopies issued by President or Dean of the university from which you have graduated
Certificate of Completion, or Certificate of Expected Completion (Master's Program)	<p>Must be the originals or certified photocopies issued by the President or Dean of the university from which you graduated</p> <p>If you have completed a Master's program, ensure that the certificate includes information relating to your degree</p> <p>If you have completed or are expected to complete a Master's program in China (excluding Taiwan, Hong Kong and Macau), please obtain the following document by requesting it at “中国高等教育学历证书查询 (CHSI)” (<a href="http://www.chsi.com.cn/xlcx/bgys.jsp">http://www.chsi.com.cn/xlcx/bgys.jsp</a>). Also be sure that the online verification is available as of <b>May 27, 2024 (Mon)</b>.</p> <ul style="list-style-type: none"> <li>• <u>Applicants who have completed a Master's program</u>: Online Verification Report of Higher Education Qualification Certificate (教育部学历证书电子注册备案表)</li> <li>• <u>Applicants who are expected to complete a Master's program</u>: Online Verification Report of Student Record (教育部学籍在线验证报告)</li> </ul> <p>Please note that applicants must pay the issuing fee for the Online Verification Report by themselves.</p> <p>Graduates also submit an original or certified copy of “毕业证书 (Certificate of Graduation)” and “硕士学位证书 (Master's Diploma).”</p>
Copy of Master's Thesis	<p>One Copy</p> <p>Attach a Japanese or English abstract (no prescribed form and no character limit), if the Thesis was written in a language other than English or Japanese</p> <p>If you are expected to complete a Master's program, and you are writing a Master's thesis, please submit a summary of Master's thesis in Japanese or English (about 2,000 words in Japanese; about 800 words in English)</p>
Research Proposal	<p>Use provided forms</p> <p>A detailed research proposal written in either Japanese or English</p>
Publications	<p>Published Articles</p> <p>Attach a Japanese or English abstract (no prescribed form and no character limit), if the article was written in a language other than English or Japanese</p>
Two Letters of Recommendation	<ol style="list-style-type: none"> <li>1. Recommendation from the head of an institute</li> <li>2. Recommendation from either an academic advisor or another teaching staff member concerned with applicant's major</li> </ol>

- i. It is required to attach the English or Japanese translation to the application documents written in other language.
- ii. Applicants who have taken any Japanese or English proficiency tests, such as TOEFL®, TOEIC® or JLPT (Japanese-Language Proficiency Test), are requested to submit their scores.
- iii. Applicants who have taken GRE (Graduate Record Examinations) are requested to submit their scores. The institutional code for Hiroshima University International Programs on GRE is 2358.

## 3. Advance Consultation for Reasonable Accommodation in Studying

Applicants with physical disabilities, etc. who require accommodations in studying must submit an application form for advance consultation (no prescribed form), containing the following information:

- (1) Consulting and submission deadline: April 17, 2024 (Wed)
- (2) Information required:

- i. Applicant's name, mailing address, and phone number
- ii. Name of the university or institution that you graduated from, and name of the supervisor you wish to study under at Hiroshima University
- iii. Type and degree of the disability (A doctor's statement or a copy of physical disability certificate is required)
- iv. Accommodation requirements after admission
- v. Accommodation requirements that were provided in your previous university or institution
- vi. Explanation of how the disability affects your everyday life

## **7 Student Selection Method (Academic Examinations)**

Selection is based upon a comprehensive evaluation of transcripts, research proposal and other submitted documents. Also, we can conduct an interview over the Internet. Details of the interview will be announced individually by mail to the applicants.

## **8 Announcement of Results**

Announcement of admission is by email on July 1, 2024 (Mon) 12:00 (JST). Written notice is sent to all successful applicants. No telephone inquiries.

## **9 Admission Procedure**

Admission fee: 282,000 yen

Tuition fee (annual): 535,800 yen (267,900 yen for the first semester)

Notes: 1) The admission fee will not be refunded, without exception.

2) Applicants will be required to pay the new tuition fee if the fee is revised. In addition, the amount of the fees listed above is as of April 2024.

3) The Student Support Office will inform accepted applicants separately of the details of admission procedures which are required during the designated period in the middle of September 2024.

4) Hiroshima University has a system of half or total exemption of admission or tuition fees for those with difficulties in paying admission or tuition fees due to economic reasons (admission fees may either be exempted or deferred). Those who would like a payment exemption or deferment should apply for this system. Applicants are ranked according to need based on household income, and waivers are granted accordingly within the budget so that, depending on necessity, the applicants may receive a waiver for all or half the tuition fees or no waiver at all.

## **10 Personal information acquired through this application**

The information you provide in the application form and other forms (name, date of birth, gender and other personal information) is used for the purpose of admission selection, exam result notification, and admission procedures. After admission, the information is used by Hiroshima University for the purpose of student affairs (scholarship applications, tuition exemption applications, etc.). This information will not be used for other purposes or provided to entities outside Hiroshima University.

## **11 Student Dormitory**

See the Student Dormitory website for application.

([https://www.hiroshima-u.ac.jp/en/explore\\_hu/life/residence](https://www.hiroshima-u.ac.jp/en/explore_hu/life/residence))

## **12 Others**

Smoking is prohibited entirely in all HU campuses from January, 2020.

# Application Submissions and Inquiries

Support office for the fields of Integrated Arts and Sciences  
(Contact for inquiry Graduate School of Humanities and Social Sciences) Hiroshima University

1-7-1 Kagamiyama Higashi-Hiroshima, Hiroshima  
739-8521 JAPAN  
Tel: +81-82-424-6316  
Email: [souka-gaku-sien@office.hiroshima-u.ac.jp](mailto:souka-gaku-sien@office.hiroshima-u.ac.jp)

Disclosure of the Personal Information for the Graduate School of Humanities and Social Sciences, Hiroshima University
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1. The information regarding the result of the entrance examination listed in the table below can be disclosed only to the applicant (hereinafter referred to as the “applicant for disclosure”).

Item	Disclosed information
Result of Examination	Examination score Letter grade of each subject in the examination (scale assessment)

2. The procedure to request disclosure of personal information is as follows.

(1) Please request the application form for disclosure of personal information in one of the following two methods.

① To request the application form in person, please go to the Support office for the fields of Integrated Arts and Sciences in the Graduate School of Humanities and Social Sciences .

② To request the application form by mail from the Support Office for the fields of Integrated Arts and Sciences in the Graduate School of Humanities and Social Sciences, Hiroshima University, the disclosure requester should write “Request for Application Forms for Disclosure of Personal Information in the Graduate School of Humanities and Social Sciences, Hiroshima University” on the envelope, and enclose a return-envelope (standard size, 12cm ×23.5cm) with his/her own name, postal code and address and 84 yen’s worth of stamps affixed.

(2) Please fill out all the necessary information on the application form, and apply for the disclosure to the Support Office for the fields of Integrated Arts and Sciences in the Graduate School of Humanities and Social Sciences,

Hiroshima University by mail or in person with the following items between October 1 and October 31, 2024.

② Application form for disclosure of the personal information (completed with all the necessary information)

② 2024 Examination card for the Hiroshima University Graduate School of Humanities and Social Sciences (only the original, not photocopies, will be accepted). It will be enclosed and returned at the time of disclosure.

③ One return-envelope (standard size, 12cm ×23.5cm) with the name, postal code and address of the disclosure requester, and 84 yen’s worth of stamps affixed.

If there are any issues with the application, the Support Office will ask for the necessary correction.

(3) The Graduate School of Humanities and Social Sciences, Hiroshima University, will notify the disclosure requester of the disclosed information within 30 days of the application’s acceptance date. (The disclosed information will be posted by the return-envelope.)

## [Applications and Inquiries]

Support office for the fields of Integrated Arts and Sciences  
(Contact for inquiry Graduate School of Humanities and Social Sciences) Hiroshima University  
1-7-1 Kagamiyama Higashi-Hiroshima, Hiroshima  
739-8521 JAPAN  
Tel: +81-82-424-6316  
Email: [souka-gaku-sien@office.hiroshima-u.ac.jp](mailto:souka-gaku-sien@office.hiroshima-u.ac.jp)